



# For Reference: WCC Request for Projects 2022-2023

This is a reference document intended for potential applicants to view WCC's Request for Projects questions ahead of time to prepare responses. To request a project, visit <u>our website</u> and submit an online application.

If you are unable to fill out an application via online survey, answer the questions in PDF or Word and submit via email to the <u>WCC Activities Inbox</u>.

### Background and Introduction

Mobile users: switch to horizontal page-view orientation for ease of completion.

#### Background:

The Washington Conservation Corps (WCC) was established by the state legislature in 1983 to conserve, rehabilitate, and enhance the state's natural and environmental resources while providing educational opportunities and meaningful service experiences for young adults. WCC is housed within the Washington State Department of Ecology and provides field crews and individual placement members to complete projects in partnership with qualifying sponsors.

This is a solicitation for sponsors for the 2022-2023 WCC program year. The 2022-2023 WCC crew year runs from Oct. 3, 2022 to Sept. 8, 2023.

#### Field Crews:

WCC crews serve directly with your organization. Crews consist of five members and a supervisor, along with a complement of basic hand tools and an extended cab WCC truck. Field crews complete projects that physically improve the natural environment or expand recreational opportunities for the public such as trail building, native plant installations, and wildland fire mitigation.

Regular crew hours are 7-5:30PM, Monday through Thursday. WCC crews have capability for extended schedules lasting up to eight days for remote or backcountry projects. A full-term field crew serves up to 164 crew days with sponsors during the WCC program year.

#### Individual Placements:

An Individual Placement (IP) is a single resource serving within a host site organization to support volunteer recruitment, environmental education, and environmental research and project management. Host site organizations are able to recruit for and select the IP.





### Eligible Activities

WCC crew activities must physically improve the natural environment or expand recreational opportunities for the public.

- In-stream large woody debris placement, bank stabilization, or fish barrier removal
- Livestock exclusionary fence construction
- Manual and chemical invasive species suppression and removal
- Native species installation and maintenance
- Trail, boardwalk, and infrastructure improvements such as campgrounds, picnic shelters, etc.
- Wetland creation or restoration
- Wildlife structure installation
- Wildland fire mitigation, including thinning and fuels reduction

Individual Placement (IP) member activities must support environmental monitoring or research, environmental education, volunteer leadership, or physically improve the natural environment or expand recreational opportunities for the public.

Specific activities for IPs may include:

- Designing and conducting restoration projects
- Performing environmental monitoring and data collection
- Supporting environmental research through data analysis
- Leading volunteers on environmental projects
- Designing outreach material to recruit volunteers or support education programs
- Teaching children and adults

In addition, as an AmeriCorps program, WCC staff and members cannot participate in <u>AmeriCorps Prohibited Activities</u> (PDF) during work or service.

WCC only serves out of state in very limited circumstances. To discuss the eligibility and rates for out of state projects, contact Travis Weller, WCC Grant and Contract Coordinator.

#### Eligible Partners

WCC considers applications from sponsors who are non-profit or governmental organizations, including Tribal governments. Non-profits must be a registered, 501(c)(3) organization.





#### **WCC Provides**

- Recruitment, enrollment, evaluation and supervision of AmeriCorps members
- Administrative services (payroll, insurance, etc.). WCC members are issued paychecks and receive benefits through Ecology.
- Training for members and crew supervisors.
- Cost-share from Ecology's state funding and an AmeriCorps grant
- Regular check-in and support from WCC Coordinator
- Formal training including at least 12 days of professional development for members.

## For crews, WCC provides:

- One 6-person crew consisting of 5 AmeriCorps members and 1 crew supervisor who is a state employee
- Extended cab vehicle, some power equipment (limited chainsaws and/or brush cutters), and basic compliment of hand tools for crew to perform projects. Specialized tools and/or equipment rental must be provided by partner agency.

#### For IP host organizations, WCC provides:

- One AmeriCorps IP member for 11 months
- Gloves and rain gear, as needed for field-based IPs

### Partner Organizations Provide

- Cash matching funds
- Timely processing and payment of monthly invoices
- Site orientation and project-specific guidance, when and where applicable, at the start of new projects Administration of applicable permits for project completion
- Single point of contact for WCC coordination
- Feedback on WCC performance via sponsor survey provided by WCC upon project completion
- Secure meet-up location for crew, including working space for Supervisors (for full-term crews)
- Diversity in projects to ensure well-rounded WCC member experience
- Specialized tools and PPE, when required
- Desk and regular access to email and phone (for IP members)





### Cost-Share Rates

Field Crew Rates:

Short-Term Crew: \$1,240 per crew day

Full-Term Crew:

One Crew: \$203,360 per year. 164 crew days at \$1,240 per crew day.

Multi-Crew: \$237,800 per year, per crew. 164 crew days per crew at \$1,450 per crew day.

Individual Placement Rates:

One Individual Placement: \$27,040 per year

Spike Rates (added if project requires overnight travel)

Food-only spikes: Add \$620 per week (40 hours, four 10-hour days)

Food and lodging spikes: Add \$1,760 per week (40 hours, four 10-hour days)

WCC's rates are based on a cost-share between WCC partners and Ecology. The rates depend on Ecology's ability to provide funding. If funding from state or federal sources is withdrawn, reduced, or limited in any way, Ecology may modify rates prior to issuing agreements. All estimates are based on adoption of state appropriation and approval of our AmeriCorps funding.

The multi-crew rate is a reduced cost-share rate for organizations who sponsor more than one crew.

For WCC's Environmental Justice Pilot, projects selected under this pilot will not require cash match. More information on the Environmental Justice Pilot Project is shared later in the application.





# **Application**

Applications are due by 5 pm on Monday, April 18, 2022 for priority consideration.

### Selection and Scoring:

Due to limited availability, not all requests will be selected. Applications are reviewed based on these priorities:

- Project details, diversity and quality (30 points)
- Member development (25 points)
- AmeriCorps and WCC mission alignment (25 points)
- Organizational background (15 points)
  - Security of funding, intent to partner for multiple years, lock-up facility adequacy (for full-term sponsors)
    (5 points)
  - New partner to enable WCC to partner with new organizations (5 points)
  - o Geographic diversity to expand WCC's presence in underserved parts of the state (5 points)

Boxes for open-ended questions can be resized in your browser.

Limit responses to open-ended questions 1,000 characters (approx. two brief paragraphs) or less.

## **Primary Contact**

Name of primary contact for this application

**Email Address** 

Phone Number

## Organization Info

Organization Name

**Primary Business Address** 

Address 2

City/Town

State/Province

ZIP/Postal Code





What type of support are you requesting? Select all that apply.

- Full-Term Field Crew supporting one or more crews for the entire term
- Short-Term Field Crew supporting one or more crews for a limited duration during a WCC program year
- Individual Placement

If you selected field crew time above, how much crew time would you like to request in total? WCC does not schedule projects lasting less than one week.

(Example: 1 month, full year, full year and six added weeks)





# Environmental Justice Pilot Project Introduction

#### **Environmental Justice Pilot**

WCC has requested funding for a pilot project related to environmental justice. If funded, WCC would provide crew time to partner organizations to complete projects that advance environmental justice and prioritize projects from organizations with limited resources that could not normally support WCC crews.

Funding is not yet secured. If funding is available, this application will be used to prioritize and allocate crew time to projects. Projects selected for this pilot will not require cash match.

#### Environmental Justice Defined

Environmental justice means the fair treatment and meaningful involvement of all people regardless of race, color, national origin, or income with respect to the development, implementation, and enforcement of environmental laws, rules, and policies. Environmental justice includes addressing disproportionate environmental health impacts in all laws, rules, and policies with environmental impacts by prioritizing vulnerable populations and overburdened communities, the equitable distribution of resources and benefits, and eliminating harm. - Washington Healthy Environment for All (HEAL) Act

### Eligibility

To be eligible for participating in this project, projects must advance environmental justice.

For organizations already partnered with WCC, <u>only new projects</u> will be considered. Participation in this pilot project cannot replace existing WCC partnerships. Continuing existing, funded projects are not eligible for this pilot program.

Only field crew time, not individual placements, is eligible for support from this pilot program.

Only non-profit, local or Tribal governmental organizations are eligible to participate in this pilot project. State and federal agencies are not eligible. Non-profits must be a registered 501(c)(3) organization.

#### Would you like for your application to be considered for WCC's Environmental Justice Pilot?

- No, I want to apply only for WCC's regular cost-share program
- I would like my application to be considered for both WCC's regular, cost-share program and the Environmental Justice Pilot
- I would like my application to only be considered for the Environmental Justice Pilot. I am not interested in WCC's regular, cost-share program.

Applicants for WCC's Environmental Justice Pilot will be prompted to complete additional questions at the end of the application. All applicants should proceed by selecting "NEXT" below.





# Full-Term Crews

How many full-term crews would you like to request?

- None you may proceed to the next page
- One
- More than one

If you answered more than one above, how many?

For full-term crews, partners must provide a crew meet-up location, including internet access for the WCC supervisor. What is the address of the crew meet-up?

Address

Address 2

City/Town

State/Province

ZIP/Postal Code

Provide details about the crew meet-up location. Describe the site's accessibility, parking for personal vehicles, space for the supervisor, access to basic facilities (such as restrooms) for WCC members and supervisor. Provide details about security at the crew meet-up location. Describe the security measures in place to protect WCC vehicle, tools, and supplies.





## **Crew Time**

This page is specific to requests for crew time. If you are not seeking field crew support, leave this page blank and click NEXT at the bottom of the page to proceed.

Provide a general summary of the crew projects.

Please limit response to 50 words or less.

Examples: restoration involving planting and invasive removal, forest thinning, stream monitoring, etc.

What county (or counties) will crew projects be completed in? How much crew time would you like to request?

WCC does not schedule projects lasting less than one week.

(Example: 1 month, full year, full year and six added weeks)





For each month below, predict the crew activities during that month.

If your project cannot be completed in certain months, please enter "N/A" for those months.

October
November
December
January
February
March
April
May
June
July
August
September
WCC prioritizes projects in areas of high environmental health disparity. Review t

WCC prioritizes projects in areas of high environmental health disparity. Review the Washington Department of Health's <u>map of Environmental Health Disparities</u> for your area. Then, describe whether any of your planned projects take place in areas of high environmental health disparity (scores of 8, 9 or 10).

For assistance in navigating the map of Environmental Health Disparities, please contact <u>Travis Weller</u>, WCC Grants and Contracts Coordinator.

Use this space to describe if your project is in an area of high environmental health disparity, but it does not have a high score on the Washington Environmental Health Disparity Map (optional).





Are permits required for your projects? If so, are they secured? Please describe your ability to provide documentation and guidance to WCC on permit requirements.

If no permits are required, enter N/A.

Does your proposed project require specialized skills and/or equipment? If so, describe your organization's ability to provide the required training or equipment.





# Individual Placements

This page is specific to requests for Individual Placements. If you are not seeking an Individual Placement, leave this page blank and click NEXT at the bottom of the page to proceed.

Provide a general summary of the role the Individual Placement (IP) member will play in your organization.

Please limit response to 50 words or less. Example: leading education events, etc.

For each month below, predict the IP's activities during that month. Indicate changes in activities by season to ensure the IP will have sufficient projects year-round.

October
November
December
January
February
March
April
May
June
July
August
September





Provide details about the IP's office location. Describe the site's accessibility, parking for personal vehicles, access to basic facilities (such as restrooms).

Because we work in a dynamic field, we expect staffing changes may take place at a host site during a service term. Please describe how you and your teams will ensure support for the IP in completing their projects without displacing or taking on the work of regular employees.





# Member Development

In addition to skills gained through completing your project(s) and daily tasks, describe any additional professional development and educational enrichment activities that your organization will provide to the WCC member(s). List trainings for members that you plan to provide.

Describe your organization's plan to present introductory information about your organization and a site or project specific orientation so that members understand targeted outcomes for project activities.





# AmeriCorps and WCC Mission Alignment

Describe how your proposed projects align with WCC's mission of improving Washington's natural resources or expands recreation opportunities, while providing meaningful service opportunities to young adults and military veterans.

WCC prioritizes projects that support vulnerable communities. Please describe whether your proposed project(s) will mitigate environmental harms for overburdened communities.

"Environmental harm" is defined as the health impacts caused by exposure to pollution, adverse environmental effects, loss of ecosystem functions and health and economic impacts of climate change.

"Overburdened communities" is defined as a geographic area where vulnerable populations face combined environmental harms and health impacts.

If this is not applicable, enter N/A.

As an AmeriCorps program, WCC requires that our partners assist in outreach efforts as we strive to offer equitable access to service opportunities. Describe how your organization will assist WCC with outreach and recruitment.

Example: posting recruitment fliers at service locations, distributing recruitment announcements in your networks, etc.





# **Emergency Response**

WCC is required by our authorizing legislation to provide emergency response services (RCW 43.220).

When disasters occur, there is often little warning. WCC's disaster response efforts may impact our ability to provide partner organizations with support at the time scheduled. WCC always attempts to accommodate our partner organizations, whenever possible. Partner organizations are not responsible for costs associated with disaster deployment, unless the organization originates the activation.

Describe your organization's ability and willingness to assist WCC with our mission of responding to disasters. Help WCC prepare in advance by sharing any specific times when your project(s) have limited or no flexibility (e.g. permit windows, annual plant sales, fish windows, construction limitations, etc.)





# **Final Questions**

If you are applying to participate in WCC's regular cost-share program, please predict the source of funds for your portion of the cost-share (e.g. federal, state, grant). Please specify whether the funding is tentative or secured. If you are applying only for WCC's Environmental Justice Pilot, state that in the box below instead.

WCC's AmeriCorps funding is secured in three year increments. The 2022-23 program year is the first year of our three-year funding cycle. Are you interested in continuing the partnership through our three-year funding cycle?

- Yes, if selected, my organization is interested in partnering with WCC for three years.
- No, my organization is only seeking assistance for the 2022-2023 service year at this time.

Is there anything else you'd like to share?





# Submit Regular Application or Apply for Environmental Justice project support

You have reached the end of the application for WCC's regular cost-share program. WCC will notify applicants with a decision in June 2022.

To submit, select "Proceed to Submit Regular Application" below and then select SUBMIT on the final page.

WCC may have limited pilot funding that would support projects that advance environmental justice priorities at a reduced cost for selected projects. If you are interested in learning more, and applying for WCC support for your environmental justice initiative, select "Proceed to Apply for Environmental Justice Project Support" below.

### Submit or Apply for Environmental Justice Project Support

- Proceed to Submit Regular Application
- Proceed to Apply for Environmental Justice Project Support





# WCC Environmental Justice Pilot Project

#### Overview

WCC has requested funding for a pilot project related to environmental justice. If funded, WCC would provide field crew time to partner organizations to complete projects that advance environmental justice and prioritize projects from organizations with limited resources that could not normally support WCC crews.

Funding is not yet secured. If funding is available, this application will be used to prioritize and allocate crew time to projects. Projects selected for his pilot will not require cash match.

Partners would still be required to provide:

- project direction and oversight
- materials and specialty tools (e.g. mulch, plants, chemicals, etc.)
- permits

#### **Environmental Justice Defined**

Environmental justice means the fair treatment and meaningful involvement of all people regardless of race, color, national origin, or income with respect to the development, implementation, and enforcement of environmental laws, rules, and policies. Environmental justice includes addressing disproportionate environmental health impacts in all laws, rules, and policies with environmental impacts by prioritizing vulnerable populations and overburdened communities, the equitable distribution of resources and benefits, and eliminating harm. - Washington Healthy Environment for All (HEAL) Act





# Eligibility

WCC crew activities must physically improve the natural environment or expand recreational opportunities for the public. In addition, to be eligible for this funding, projects must advance environmental justice.

For example, projects that may score highly are:

- installing a handicap accessible path to a viewpoint in a rural, economically-distressed county
- remove non-endemic plants to restore access to culturally significant areas for a Tribal community
- constructing a trail to expand park access to a neighborhood with limited resources and few recreation options
- revegetating shoreline to reduce toxics in fish in a community with high consumption rates of wild fish

For organizations already partnered with WCC, <u>only new projects</u> will be considered. Participation in this pilot project cannot replace existing WCC partnerships. Continuing existing, funded projects are not eligible for this pilot program.

Only crew time, not individual placements, is eligible for support from this pilot program.

Only non-profit, local and Tribal governmental organizations are eligible to participate in this pilot project. State and federal agencies are not eligible. Non-profits must be a registered 501(c)(3) organization.

Projects from organizations that have not partnered with WCC in recent years will be prioritized.

### Selection and Scoring

Due to limited potential funding and crew availability, not all projects will be selected. Decisions will be made based on organizational criteria and project details.





# WCC Environmental Justice Pilot Project - Project to be Considered

## **Project Description**

You already submitted project details earlier in the application.

If you would like the project details you entered earlier to be considered for WCC Environmental Justice Pilot Project, proceed to the Organizational Criteria page below.

If you would like us to consider another project for WCC's Environmental Justice Pilot, proceed to the Project Description page to enter those details.

## Submit or Apply for Environmental Justice Project Support

- Proceed to Organizational Criteria page
- Proceed to Project Description page





# WCC Environmental Justice Pilot Project - Project Description

Provide a general summary of the crew projects.

Please limit responses to 50 words or less. Examples: restoration involving planting and invasive removal, forest thinning, stream monitoring, etc.

What county (or counties) will crew projects be completed in?

How much crew time would you like to request under WCC's Environmental Justice Pilot? WCC does not schedule projects lasting less than one week.

Example: 1 month, full year, full year and six added weeks





For each month below, predict the crew activity during that month.

If your project cannot be completed in certain months, please enter "N/A" for those months.

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For assistance in navigating the map of Environmental Health Disparities, please contact <u>Travis Weller</u>, WCC Grants and Contracts Coordinator.

Use this space to describe if your project is in an area of high environmental health disparity, but it does not have a high score on the Washington Environmental Health Disparity Map (optional).





# WCC Environmental Justice Pilot Project - Organizational Criteria

### Organizational Criteria

For the Environmental Justice Pilot Project, WCC will prioritize project proposals from organizations that have limited resources, small budgets and staff sizes, and from Tribal governments.

Does the organization have limited resources which prevent it from partnering with WCC under our standard cost-share model? Please describe.

If the organization has also requested WCC support under our regular cost-share model, enter N/A below.

If the organization has also requested WCC support under our regular cost-share model, describe why regular funding is not available for this project.

If the organization has not requested WCC support under our regular cost-share model, enter N/A below.

### Is the organizational budget \$500,000 or less?

- Yes, organizational budget is \$500,000 or less. If your project is selected, you will be required to submit a copy of your organization's annual budget.
- No

#### Does your organization have 5 or fewer full-time, regular employees?

- Yes, my organization has 5 or fewer full-time regular employees. If selected, you will be required to submit a copy of your organization's organizational chart.
- No





Is the applicant a Tribal government?

Consistent with the Washington HEAL Act, projects which reduce exposure to environmental hazards in Indian country will be prioritized.

- Yes, my organization is a Tribal government
- No





# WCC Environmental Justice Pilot Project - Additional Criteria

Is the proposed project located in a county designated as an economically distressed area? Refer to the Washington Employment Security Department's Distressed Areas Map.

If the project occurs in multiple counties, select "Yes" if any of the activity will occur in an economically distressed county.

- Yes
- No

Use this space to describe if your project will take place in a location with high economic distress, but it is not designated as an economically distressed county on Washington's Distressed Areas Map (optional).

Will the project be completed within the exterior boundaries of an Indian reservation?

- Yes, and my organization is a Tribal government.
- Yes, and my organization is not a Tribal government. In this case, a signed letter of support from the Tribal council will be required.
- No

Please describe the proposed project's impact on "vulnerable populations" in narrative form (limited to 250 words or less). If no impact, please state that.

The definition of "vulnerable populations" is set by the HEAL Act and includes population groups that are more likely to be at higher risk for poor health outcomes in response to environmental harms. Vulnerable populations include but are not limited to racial or ethnic minorities, low-income populations, populations disproportionately impacted by environmental harms and populations or workers experiencing environmental harms (The HEAL Act, E2SSB 5141.SL Section 2.14).





# WCC Environmental Justice Pilot Project - Final Question

Is there anything else you'd like to share about your organization or your proposed project?





# Conclusion

You have reached the end of the application. To submit your application, make sure to select SUBMIT button below.

Thank you for your interest in partnering with WCC. WCC will notify applicants with a decision in June 2022.